

EPHRATA AREA SCHOOL DISTRICT

SECTION: PROGRAMS

TITLE: TUTORING

ADOPTED: October 25, 2004

REVISED: September 25, 2017

116. TUTORING	
1. Purpose	The Board recognizes that some students may require special help beyond the regular classroom program.
2. Guidelines 22 PA Code 4.12, 4.52	Whenever possible within the working day, each teaching staff member shall assist assigned students in the remediation of individual learning difficulties.
3. Guidelines 22 PA Code 11.22	<p><u>Excusal from School</u></p> <p>Upon the written request of the parent/guardian, a student may be excused during school hours for tutoring in a field not offered in the district curriculum if such excusal does not interfere with the student's regular program of studies.</p> <p>The tutor's qualifications must be approved by the Superintendent or designee.</p> <p>The district may establish reasonable conditions for excusal of a student for such tutoring.</p>
24 P.S. 1327 22 PA Code 11.31	<p><u>Private Tutoring</u></p> <p>The instructional program for students not enrolled in public schools due to private tutoring by a properly qualified private tutor shall comply with state law and regulations.</p>
24 P.S. 1327	A properly qualified private tutor shall mean a person who is certified by the Commonwealth to teach in Pennsylvania public schools; who is teaching one (1) or more children who are members of a single family; who provides the majority of instruction to such child or children; and who is receiving a fee or other consideration for instructional services.
24 P.S. 111, 1327 23 PA C.S.A. 6344	Each private tutor shall file with the Superintendent or designee a copy of his/her Pennsylvania certification, state and federal criminal history information, and child abuse history clearance. No person who would be disqualified from school employment by the provisions of 24 P.S. § 1-111 (e) may be a private tutor.

22 PA Code 11.31	Annually, the parent/guardian shall provide written assurance to the Superintendent or designee that all instructional requirements are being met.
22 PA Code 11.31	When the Superintendent or designee receives a complaint that a student is not being provided the required instruction or that a student is not making satisfactory progress, the Superintendent or designee may request evidence of the student’s academic progress and documentation that instruction is being provided for the required number of days and hours.
22 PA Code 11.31	Evidence of satisfactory progress may include samples of student work, assessments, assignments, progress reports, report cards, and evaluations. Documentation of instructional time may include logs maintained by the tutor or parent/guardian, attendance records, or other records indicating the dates and time instruction was provided.
	<p>References:</p> <p>School Code – 24 P.S. Sec. 111, 1327</p> <p>State Board of Education Regulations – 22 PA Code Sec. 4.12, 4.52, 11.22, 11.31</p> <p>23 PA C.S.A. 6301, 6344</p>